

## INFORMATION PAPER

CEFC-S  
17 November 2001

SUBJECT: Corps of Engineers Financial Management System (CEFMS) Yearend Closeout

1. **PURPOSE:** To provide information on the FY2001 yearend closeout.
2. **BACKGROUND:** Prior to fiscal year 1993, USACE's financial system, the Corps of Engineers Management Information System (COEMIS), operated in a batch processing mode. Daily transactions were processed off line. Consequently, the year-end closeout process was not completed until late October. In the batch-processing mode, this long time delay was normal, but it was difficult to retrieve information and the error rate was significant. The Corps of Engineers Financial Management System (CEFMS) not only is a fully integrated system, but also operates in a "real time processing mode." As a result, users including engineers, project and program managers, budget analysts, and others are able to obtain timely information in which to aid their decision-making process. The need to minimize the system (CEFMS) down time during the year-end closeout and reporting process logically followed. Therefore, we have automated most of the year-end closeout process, have minimized the manual effort required and streamlined the processes. With automation of the year-end closing process, the databases should normally be available for new fiscal year activity within one or two days.
3. **FACTS:** We have evolved from FY 93, when the first sites to use CEFMS performed the year end closeout manually, to a total automation of the closeout process for all 61 USACE databases during FY 01. The evolution of the process has been a steady improvement each year since FY 93.

The CEFMS year-end closeout process has continually improved each fiscal year-end closeout. Web-based enhancements in FY 00 provided the opportunity to reorganize the process and provide a "corporate close" in FY 01. In lieu of supported USACE activities and Finance Center personnel performing various parts of the closeout, the CEFMS process has been modified so that accountants at the Finance Center are able to begin the year-end closeout by initiating the necessary closing programs. This process virtually eliminated the need for overtime and also reduced the "ideal time." Other enhancements and improvements were made to the closing programs to decrease execution time. Because of the procedural changes, ideal time decreased to an average of 38 minutes, from an average of 6 hours, 35 minutes. Programming changes resulted in execution time decreasing to an average of 3 hours, 23 minutes, from an average of 7 hours, 53 minutes. In FY 01, the longest closing time for a database was 11 hours and 57 minutes and the shortest time was 19 minutes. We closed 61 databases and all USACE activities were ready for new business (FY 02) on 2 October 2001. Many USACE activities performed FY02 business on 1 October 2001.

4. **CURRENT STATUS:** We are reviewing lessons learned from the FY 01 year-end closeout and are modifying our closeout plan as needed for the FY 02.